



Remuneration Committee Report to Council

Outcome requested:	Council is asked to note the report.
Executive Summary:	<p>This report provides a summary of the Remuneration Committee meeting held on 13th October 2015.</p> <p>At the October meeting the Committee reviewed the performance of the Principal and President and members of QMSE and made decisions on any pay increases. The Committee were also provided with benchmark salary data to inform them of comparative salary levels across relevant institutions in the sector.</p> <p>The Committee also reviewed some revisions to the Terms of Reference of the Committee, which will be submitted to Council for approval in due course.</p>
QMUL Strategy:	Strategic Aim 1: to recruit students and staff of the highest intrinsic talent and potential, and to nurture their careers.
Internal/External regulatory/statutory reference points:	The CUC Guide for Members of Higher Education Governing Bodies sets out the expectation that a Remuneration Committee be established. The operation of the Remuneration Committee is tested through Internal Audit to ensure adherence to the good practice set out in the Guide.
Strategic Risks:	N/A
Equality Impact Assessment:	<p>An Equality Impact Assessment will be carried out once the new Terms of Reference have been in operation for 12 months.</p> <p>Any Committee which makes decisions which affect the remuneration of staff must ensure that it adheres to best practice in terms of equality and diversity. Clearer Terms of Reference will aid the operation of the Committee and should aid decision-making.</p> <p>In developing the new Terms of Reference we have considered the new CUC Guidance on Remuneration Committees. The Institute of Chartered Secretaries and Administrators Guidance on Remuneration Committees and good practice from other universities.</p> <p>Consideration of equality and diversity are embedded through the provision of benchmarking data. Each year the Committee considers diversity data for the relevant staff group so that it can check decision-making is not perpetuating any long-standing pay gaps.</p>

Subject to prior and onward consideration by:	By Council only.
Confidential paper under FOIA/DPA	No
Timing:	Changes to salaries are effective from 1 August 2015.
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Date:	20 October 2015
Senior Management/External Sponsor	Sir Nicholas Montagu, Chairman of Council

Remuneration Committee Report to Council

Introduction

1. This paper provides Council with a report of the meeting of Remuneration Committee held on 13th October 2015.

Report

2. The Committee discussed and agreed the pay arrangements for the President and Principal, and for members of the Queen Mary Senior Executive, from August 2015.
3. The Committee approved revised Terms of Reference for Remuneration Committee which will be presented to Council for final approval in due course.
4. The Committee noted the Principal's travel, subsistence and entertainment expenses and hospitality received during 2014/15.
5. The Committee noted a report for the period April 2015 to September 2015 detailing inter-meeting severance & pay awards.
6. The Committee discussed changes to pension taxation and the increasing effect this was having on staff. Members supported the Executive's plans to partner with other institutions to offer group sessions for affected staff.

Recommended action

7. Council is asked to **note** the report.

Margaret Ayers
Secretary to the Remuneration Committee

October 2015